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## **CREST DRIVE COMMUNITY TEAM CSS PROCESS MEETING SUMMARY**

City of Eugene  
858 Pearl St 3<sup>rd</sup> Floor  
Eugene, Oregon 97401  
(541) 682-5727  
(541) 682-5598 FAX

### **Introduction**

On Thursday, August 17<sup>th</sup>, the CDCT met at the Washington Park Center. A participant sign-in sheet is attached on page 5. The meeting agenda, developed at the previous meeting as specified by the CDCT group agreements, follows:

- 1. CDCT Member Check-In**
- 2. Agenda Review/Meeting Summary**
- 3. Community Comments**
- 4. Survey Summary – Walking Tour Check-In**
- 5. Public Involvement Tools and Next Steps**
- 6. Engineering 101: Surveying**
- 7. September 14th Meeting Prep and Calendar Review**
- 8. Check-Out**

### **CDCT Member Check-In – Agenda Review – Community Comments**

The August 17<sup>th</sup> meeting opened with a check-in period where CDCT members introduced themselves and provided feedback and comments to the whole group. Members also briefly described their activities over the summer. In reference to the Crest Neighborhood thin-lift overlay project that occurred in late July, participants noted general satisfaction that the worst potholes were covered. A question was raised as to why this treatment could not be done to the entire neighborhood. Participants responded that an overlay alone would not provide a lasting solution to problems affecting the roadways. As a general comment, one member noted the school zone speed limit law had recently been changed to reflect times at which students are present. The group briefly discussed the need to refer back to the mission statement as presented to City Council on May 8<sup>th</sup>, 2006. Margot noted that the CDCT work plan was posted on the meeting room wall.

### **Public Involvement Tools and Next Steps**

Following the check in and community comments period, Lisa Gardner presented a matrix of public involvement goals and techniques developed from the CDCT work plan. Each technique was matched to a corresponding goal as developed by the CDCT during previous meetings. These public involvement goals include: Informing the public and sharing information, listening to the public, information gathering, and involving the public in decision-making. Lisa described typical techniques used to meet these goals and the costs and benefits of each. Comments and discussion from the CDCT follow:

- Who is the public, define?
- The public, in this project, is those living within a certain radius of the Crest Drive neighborhood. To be defined by the CDCT.
- Do we have records of who was invited to the meetings in 2005?
- We could use the CDCA mailing list since it already exists.
- A survey is usually very expensive; there is a science and methodology to a survey. Using a survey would eat in to the project budget and would likely require hiring an outside consultant.

- How much of the budget is earmarked for public involvement?
- Not yet identified.
- The public involvement plan should be developed for the near future, not 8 months down the road.
- What kind of information would we present to the general public and the neighbors at this point?
- CSS defined, timeline, what we have accomplished until now, engineering 101 series, etc...
- To give the public a chance to see the placemaking activity and to get their input.
- Is the date fixed?
- No, we can be flexible to a certain extent.
- Will this be a singular event?
- No, this will serve more as a kick off event. It can be scheduled from 4:00pm to 8:00pm to allow those with work schedules and other obligations a chance to participate.
- We need some direction as to how the event will look – can a small group help with the development process?
- Can this first event be combined with a CDCA meeting?
- That’s an option; however it may be difficult considering the time constraint of it being a single agenda item.
- The event should be designed to get public input; asking 3-4 predetermined questions. We should not simply throw information at them.
- This first event will be very important. There is a population out there that doesn’t know anything about the CSS process or that the CDCT exists. This will be a reality check for us.
- The public involvement spectrum requires that we check back in with the public regularly (iterative process).
- What about one-on-one outreach?
- Individual outreach is fine as long as we are coming with the same message. We want to be inclusive so people don’t come out of the woodwork down the road.
- We made a commitment to the neighbors to have transparent outreach and open forum to share information in and out of the committee.
- A workshop/open house would provide that forum. Street teams also need to go out and talk to their neighbors so those who can’t attend can have some input.
- An open house doesn’t preclude other methods of involvement.
- Will people show up for the open house if we are not talking about street designs?
- The open house will be an open forum with targeted topics.
- The CDCA provides updates, but does not reach new faces.
- What about placing a newspaper advertisement for the open house?
- I am concerned that we will not bring enough information to an open house.
- The CDCT agreed to provide “early, often and continuous” information to the public and the neighbors to get them involved early on.
- This will be an opportunity to bring people up to speed.
- Same input mechanism for all including those on the periphery.
- During the Bus Rapid Transit process, we used a tabloid-style mailing, one-on-one meetings, and workshop formats.
- What about pamphlets delivered to neighbors; quick and inexpensive?
- My neighbors are not interested in the “process”.
- We need to consider how to bring them into the process.
- The best tool already in place: the CDCA newsletter.
- “WIFM” (What’s in it for me?) How can we get people to show up?

- If we show up for the first time with designs, it may turn people off. The public may feel that they had no say in the design process.
- It is important to share the timeline
- The walkabout should also be shared
- It makes sense to do this soon (exciting).
- With the date in October, do you think that the November elections could be an upsetting factor?
- This will be an opportunity to add input and to mirror some of the things we have done and accomplished as a committee.
- Representation, opinions, etc... Assumptions
- Open house in early October including:
  - Placemaking, group agreements, mission statement, engineering 101

Before moving to the next agenda item, Margot asked the group for volunteers to meet as a subcommittee for public involvement plan refinement. Volunteers included Fred Lorish, Cathryn Treadway and Kathy Saranpa. This group was charged with developing a refined plan for the first public involvement event.

### **Engineering 101: Surveying**

As identified in the CDCT work plan, City staff were asked to provide a series of informational presentations on typical tasks completed during the street design process. The first presentation of the Engineering 101 series dealt with surveying. Jenifer Willer, a City staff engineer, developed and gave the presentation to the CDCT. City staff were asked to post the presentation on the CDCT website. A question and answer session and subsequent discussion followed the survey presentation.

- Are building/structure corners picked up during the survey?
  - This depends on the proximity of the building to the roadway/right of way; in some cases corners are picked up.
- How is the right of way determined?
  - By researching assessor's maps.
- Do we have access to these maps?
  - Yes, City staff will post a link to the Oregon Map website on the CDCT page
- The City should compare the survey with aerial maps
  - That is possible
- Is a survey done for a Context Sensitive Solutions process different than one done for a standard road project?
  - Nothing significant. The difference here is that the CDCT conducted a critical first step of the survey work; the reconnaissance survey during the neighborhood walkabout. This assists City staff in identifying points critical to the neighborhood residents.
- Development through history in the Crest Neighborhood has lead to inaccurate lot boundaries and construction in the right of way. How will that affect the survey work?
  - Surveyors will use their professional judgment in determining points to include in the survey. They will collect all obvious points that would be impacted by construction in addition to those points identified by the CDCT during the walkabout.
- What if the surveyors miss something?
  - City staff can go back and collect additional points later on; however doing so will add to the project cost.
- Can the survey include streets that were planned, yet are not yet constructed?
  - Yes, we can direct the surveyors to collect that data. Again, it will add to the cost – is it worth the benefit of having that data?
- Will the survey determine plat map accuracy to resolve maps with conflicting information?
  - This is not a property line/boundary survey.

- How do you determine the right of way?
  - Right of way is determined by the road center line.
- Will you draw lines on the streets?
  - No, but this information will be available on paper.
- Is it possible that monuments have been moved?
  - Not without great difficulty – they are deeply embedded in concrete. We are confident in the location and accuracy of monuments.
- Members of the CDCT request that the “unbuilt” section of Friendly be surveyed for elevations, geometry and right of way.
  - We will look into adding this to the project.
- Is it possible for the survey to include the trails and cut-through paths in and around the Wayne Morse Ranch? Can the park be used for walking and biking paths?
  - The survey itself will not include areas that far from the road right of way however, it is a question that should be posed to Parks and Open Spaces. Creating new paths in the park and neighborhood may come from another process outside of the CSS scope.
- How will the University of Oregon data be used in this process?
  - To confirm and supplement the background survey data and research.
- I request that the background survey research material be made available to CDCT.
  - This will be available in the form of a base map.
  - Survey crew could be out in the neighborhood as early as next week.
- Do aerial surveys include lots and property lines?
  - They can, but they become very expensive quickly.
- City staff should notify neighbors about upcoming survey work.
  - Survey crew must notify property owners if they are required to pass through private property.

### **September 14th Meeting Prep and Calendar Review – Check-Out**

The CDCT moved to the last agenda item of the evening following the presentation and discussion on surveying. This agenda item included planning out the next CDCT meeting scheduled for September 14<sup>th</sup>. In keeping with the work plan, the next “Engineering 101” presentation was added to the agenda. The topic of this presentation will be “Stormwater and the Environment”. The second agenda item for the September 14<sup>th</sup> meeting will be to finalize the Public Involvement Plan. The designated subcommittee of the first public involvement event will report back about logistics and planning. The CDCT decided to postpone a City staff presentation on street assessment until a future meeting.

During the check out period, members of the CDCT suggested posting signs notifying neighbors of surveying/utility work happening in the area. Additionally, a short discussion arose about discomfort over a City staff statement in regard to the project. The statement was in response to the earlier question of why the identified road sections could not receive the same thin-lift overlay treatment that was recently completed on other sections in the neighborhood. There was concern that City staff’s response indicated a preexisting road design. After a brief discussion, Margot suggested including this concern in the check-in period of the following meeting to ensure mutual understanding between City staff and the CDCT.

Crest Drive Community Team Sign In Sheet		
Name	Phone	17-Aug
Bailey, Laura	541-484-2335	✓
Calciano, Frank	541-485-3680	✓
Farkas, Paul	541-485-0859	
Gardner, Lisa	541-682-5378	✓
Gryc, Tina	541-345-2281	
Hawley, Sherie	541-913-2730	
Huestis, Hal	541-345-7286	✓
Jacobson, Cris	541-344-9924	✓
Lorish, Fred	541-341-3993	✓
McDonald, James	541-683-6027	✓
Neet, Don	541-687-0792	✓
Nielson, Clyde	541-344-4624	✓
Reed, Jim	541-344-7985	✓
Rowland, Mary	541-345-4195	
Rude, John	541-342-6427	
Schoening, Mark	541-682-5243	✓
Starling, Ginny	541-683-2512	
Stewart-Smith, Meg	541-913-5464	✓
Treadway, Cathryn	541-689-7410	✓
Verrijt, Francina	541-344-3735	✓
West, Steve	541-344-9347	✓
Wilken, Lyndell	541-343-3080	✓
*Bayley, Carmen	541-345-7286	✓
*Bishop, Diane		
*Donahue, Christine	541-683-8220	
*Saranpa, Kathy	541-687-7199	✓
*Farkas, Virginia	541-485-0859	✓
*Wolling, Sue		
Gary Gamer		
*Helgeson, Dick		
*Jacobson, Kirk		
*Lorish, Elizabeth		
*Jost, Jonathan		
*Rowland, Bruce		